

WA-Trans Pilot Projects Objectives

May 22, 2003

Project Management Objectives:

- Clearly define which objectives are to be met by each pilot in a formal “mini-charter” as defined in the WA-Trans Charter. Include scope, roles, responsibilities and deliverables in mini-charter.
- Clearly define a scope, schedule and budget prior to beginning technical work on any pilot and then track against all. Document results.
- Satisfy business needs identified in each pilot scope for each pilot using transportation applications that will demonstrate benefits of time spent or cost savings. Make sure the scope include some business needs that are identified as high priority in the business need prioritization process. Whatever pilots we do could address these issues:
 - Event Location Analysis and Mapping (Geocoding/Address-matching)
 - Map Production
 - Accurate centerline
 - Street Names
 - Roads Inventory Information such as that shared with CRAB (County, Tribal, City, State)
- Develop a communication plan for each pilot. Plan must include process for identifying potential partner organizations and engaging them in the pilot.
- Develop formal agreements regarding scope and role of WA-Trans with partner organizations, which will use the results of pilot efforts.
- Develop change management for each pilot.

Design and Implementation Objectives:

- Define and develop (or find) and workable data model that can be tested during various pilots. Design links to make the model multi-modal. Document results of tests.
- Facilitate the use of metadata standards that will allow the use of disparate data statewide. All Washington framework projects are required to follow the ISB Horizontal Datum and Coordinate System Standard, which mandate the use of FGDC Metadata Standards.
- Fully document and test the integration aspects of developing across jurisdictions (counties, county/city, state/local, county/tribal) a common transportation database and identify issues and methods to resolve issues.
- Develop and test processes for providing data for a locality that does not have it's own data or will not participate.
- Identify, document and test related utilities for transportation framework, including but not limited to security, access for view, access for download of data, access for update or maintenance of data, translation of disparate data formats and standards both for input and output of data.

WA-Trans Pilot Projects Objectives

May 22, 2003

Operational Objectives:

- Develop maintenance procedures for maintaining data developed for a locality that does have its own data or will not participate.
- Test or document how transportation framework data set can be updated on a monthly basis (or more) and other required maintenance.
- Define and test QA/QC processes for data.
- Develop and test formal data sharing agreements with partner jurisdictions and processes for completion of data sharing agreements. This should include data steward roles and maintenance.
- Develop and test license agreement language for pilots.
- Develop processes and roles for long-term change management of WA-Trans and test in pilots.

Coordination Between Pilot Projects

- Develop one data model and change management process for the data that supports changes that apply to all pilots.
- The statewide implications of all pilot decisions are considered and documented.
- A dispute resolution process will be in place for when there is a conflict between needs of multiple pilots. Resolution will always be based upon statewide implementation considerations.
- Processes are shared and adjusted across pilots in the effort to develop processes that can be used in a statewide implementation.
- Pilot implementations will be developed to facilitate immediate inclusion in the first statewide implementation

Results Analysis and Follow Up Objectives:

- Document lessons learned in all areas.
- Evaluate satisfaction of business needs.
- Perform cost-benefit analysis of applications and data development.
- Develop a report for each pilot that can be shared regarding the findings.
- Develop cost and time estimates to develop framework for other jurisdictions and other business needs.
- Define scope of the first release of WA-Trans.
- Determine where WA-Trans will "reside".
- Communicate the results and conclusions of the pilot to participants and leaders.